

Department of Labor and Industries
Human Resources Management Report
Executive Summary - October 2006 Report¹

Measurement	Statewide	Agency	Comments
Plan & Align Workforce			
▪ Percent managers with current performance expectations for workforce management		90%	Statewide: percentage not available Agency: L&I will be at 100% by 6/07.
▪ Percent employees with current position descriptions	67%	90%	Statewide: percentage is an estimate
Hire Workforce			
▪ Days to fill job vacancies (FY06)		19.4 days	Statewide: data not available until 4/07
▪ Candidate quality ratings			Data not available until 4/07
▪ Hiring balance (% types of appointments)			
➤ Promotions	29%	33%	
➤ New hires	32%	30%	
➤ Exempts	8%	10%	
➤ Transfers	26%		
➤ Other	6%	24%	
▪ Percent separation during post-hire review period	9.7%	15%	Statewide: percentage is an estimate.
Deploy Workforce			
▪ Percent employees with current performance expectations	64%	51%	Agency: L&I expects to complete 100% of performance evaluations by 12/31/06.
▪ Employee survey "productive workforce" ratings (on a scale of 1 to 5)	3.8	3.9	Agency: 1,671 L&I employees responded to the employee survey.
▪ Overtime usage:			
• Average overtime hours (per capita, per quarter)	8.2 hours	1 hour	
• Average number employees receiving overtime (per capita, per quarter in FY06)	25.9%	6%	Agency: The percent of employees who receive overtime in L&I is declining since July 2005 due to elimination of overtime for exempt employees.
▪ Sick leave usage			
• Average sick leave use (per capita, per quarter in FY06)	17.9 hours	18.3 hours	Agency: average hours since July 2003
• Average sick leave for those who used sick leave (per quarter in FY06)	22.7 hours	21.4 hours	Agency: average hours since July 2003
▪ Number of non-disciplinary grievances filed (FY06)	769	79	
▪ Number of non-disciplinary appeals filed (FY06)	131		Agency: data not available
Develop Workforce			
▪ Percent employees with current individual training plans	64%	51%	Statewide: percentage is an estimate Agency: L&I expects 100% of employees to have individual training plans by 12/31/06.
▪ Employee survey "training & development" ratings (on a scale of 1 to 5)	3.7	3.7	
Reinforce Performance			
▪ Percent employees with current performance evaluations	63%	51%	Statewide: percentage is an estimate Agency: Data for this measure is "wholly unreliable."
▪ Employee survey "performance & accountability" ratings (on a scale of 1 to 5)	3.7	3.7	
▪ Number of formal disciplinary actions taken	451	16	Statewide: total actions
▪ Number of disciplinary grievances filed	227	6	Statewide: total actions
▪ Number of disciplinary appeals filed	23	6	Statewide: total actions

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Ultimate Outcomes			
▪ Employee survey "Employee Commitment ratings (on a scale of 1 to 5)	3.6	3.7	
▪ Statewide turnover percentages (leaving state service in FY06)	9.4%	8.2%	

¹ This state-wide summary is not a final report. The Department of Personnel and agencies encountered challenges with the data and definitions. The information provided is accurate, but should be viewed as an initial point of discussion. The April 2007 version will resolve these difficulties.

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